



Foreign Affairs Manual

VOLUME 5 – Information Management

Change Transmittal: IM-135

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5 FAM 860 HARDWARE AND SOFTWARE MAINTENANCE

Changes

1. This Change Transmittal issues updates to 5 FAM 860, Hardware and Software Maintenance:
 - The term “IT CCB” occurs in varying phrases throughout this subchapter; we have standardized its use, and provided appropriate links.
 - 5 FAM 861.1 paragraph e was expanded by DS to include details of required system security change documentation and appropriate storage.
 - 5 FAM 862.3 section was updated and expanded to include additional functional areas that require IT CCB approval for changes.
 - 5 FAM 866 section was expanded by OPS/ENM/NLM/ECM to include representative to the PVG and to encourage patch management compliance, as well as test patches.
2. If this issuance changed less than half the words, we formatted the changed text in *dark magenta italic*. If this issuance changed more than half the words, we did not use *dark magenta italic*. The CT line in each section shows when that section last changed.
3. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1111.1).
4. The office responsible for the material in this subchapter is IRM/BMP/GRP/SM. Please direct questions concerning content substance and interpretation to this office. Administrative questions on the Foreign Affairs Manual or Handbooks can be directed to A/GIS/DIR, Office of

Directives Management.

Filing Instructions (Paper Copies)

1. Remove and discard the old 5 FAM 860 (CT:IM-120; 09-29-2011) and insert the new 5 FAM 860 (CT:IM-135; 10-10-2012).
2. After inserting the material in the binder, insert this change transmittal letter immediately following the CT Checklist, then fill in the entry line for CT:IM-0000 and initial.

Distribution Notice

1. The Foreign Affairs Manual and Handbooks (unclassified) official version can be found on the State Department's Intranet site.
2. All posts and offices keeping paper versions of the Foreign Affairs Manual are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5).
3. Use **KFAM** and **AINF** TAGS on **all** communications on FAM/FAH issues.